



LEAD EQUIPMENT MECHANIC

Purpose:

To actively support and uphold the City's stated mission and values. To perform skilled advanced journey level mechanical work in the maintenance and repair of a variety of automotive and related equipment; and to assign and review the work of lower level equipment maintenance staff.

Supervision Received and Exercised:

Receives general supervision from Equipment Maintenance Supervisor or from other supervisory or management staff.

Exercises technical and functional supervision over technical and maintenance staff.

Examples of Duties:

This class specification is intended to indicate the basic nature of positions allocated to the class and examples of typical duties that may be assigned. It does not imply that all positions within the class perform all of the duties listed, nor does it necessarily list all possible duties that may be assigned.

Duties may include, but are not limited to, the following:

- Supervise and instruct other mechanics in the proper techniques of repair or maintenance of unfamiliar or new equipment in the absence of the supervisor.
- Repair and rebuild gasoline and diesel engines, generators, air compressors, auxiliary engines, heavy-duty pumps and hydraulic valves.
- Test, adjust and tune engines, fuel injection systems, fuel and oil pumps and governors; fit and adjust bearings, valves, pumps and carburetors.
- Grind valves and heads; hone engine cylinders and rebuild rear ends and other assemblies on automobiles, buses, trucks, fire trucks and heavy equipment; balance wheels and align front ends.
- Repair or rebuild air and hydraulic brake components, drums, discs and cylinders; service, adjust and repair hydraulic systems and power take-offs on heavy equipment.
- Install and repair air conditioning units in vehicles.

CITY OF TEMPE

Lead Equipment Mechanic (continued)

- Remove, repair, rebuild and replace automatic and manual transmissions, transmission components, flywheels, clutches and differentials.
- Perform welding tasks for automotive maintenance and repair; weld, fabricate and machine parts and accessories.
- Test for location and nature and repair defects affecting automobile electrical systems.
- Test drive vehicles to ensure all repairs and maintenance have been completed; transport vehicles in need of warranty repair to and from various dealerships; transport vehicles in need of repair to City Equipment Maintenance Shop.
- Perform all work in accordance with current manufacturer's specifications; comply with all safety procedures and OSHA standards; inform supervisor of safety hazards in the shop.
- Clean and properly store shop tools and equipment; turn in any broken or inoperative shop tools immediately; report any malfunctions of shop fixtures to supervisor.
- Maintain cleanliness of assigned work area.
- Maintain records of work performed; operate and input information into a computer; generate work orders; update and maintain files.
- Assume responsibilities of shift supervisor as necessary.
- Act as quality control liaison with shift supervisor.
- Perform related duties as assigned.

Experience and Training Guidelines:

Any combination of experience and training that would likely provide the required knowledge and abilities is qualifying. The hiring department may include job related experience, training, or license and certification preferences at the time of recruitment. A typical way to obtain the knowledge and abilities would be:

Experience:

Two years of experience as a journey level automotive and heavy equipment mechanic.

Training:

Formal or informal education or training which ensures the ability to read and write at a level necessary for successful job performance.

Effective February 1990

Revised March 1993

August 2002 (added CDL requirement)

CITY OF TEMPE
Lead Equipment Mechanic (continued)

Licenses/Certifications:

Possession of, or ability to obtain, an appropriate, valid Arizona Class A Commercial Driver's License (CDL), with the appropriate endorsements.

Possession of an Arizona Department of Environmental Quality, vehicle emission inspectors license for diesel and non-diesel vehicles.

Special Requirements

Possession of a complete set of mechanic hand tools.

This position is included in the City's classified service, pursuant to City of Tempe Personnel Rules and Regulations, Rule 1, Section 103.

Job Code: 9402

Salary Range: 28

FLSA: Non-Exempt